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United States Department of State

PERSONAL INSTRUCTIONS

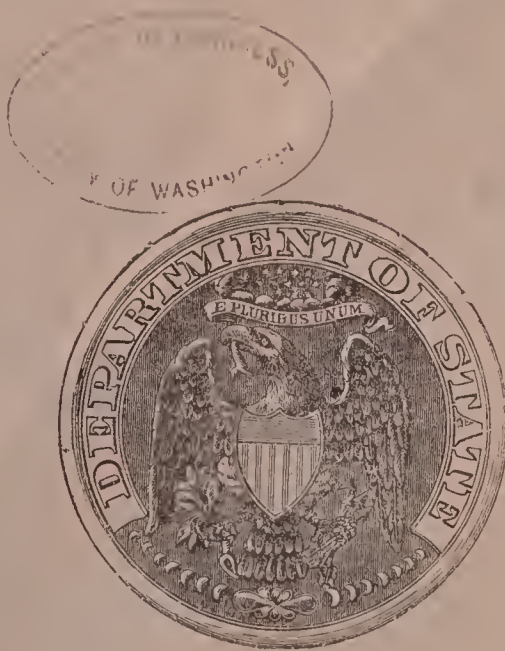
TO THE

DIPLOMATIC AGENTS OF THE UNITED STATES

IN

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FOREIGN COUNTRIES.



WASHINGTON:
GOVERNMENT PRINTING OFFICE.
1874.

INSTRUCTIONS.

§ I. A diplomatic representative of the United States, on being commissioned, will be furnished with the following papers: Papers furnished on leaving the United States.

1. A sealed letter of credence, together with an open office copy of the same.

2. A special passport for himself and family.

3. A list of the diplomatic and consular agents of the United States abroad.

4. A letter of credit upon the bankers of the United States at London, whenever he is directed to draw his salary from that source.

§ II. Having received, in addition to the above papers, his *general* instructions from the Department of State, he will proceed without delay to the seat of government to which he may be accredited, where he will establish his residence, and take possession of the entire property of the legation, if a Mission of the United States shall have previously existed there. On his arrival, he will communicate the fact to the Minister for Foreign Affairs, or other official Diplomatic Organ of Government, and request the appointment of a time and place at which he may be admitted to present his letter of credence. Duty of a minister on arrival at his post. If he be of the rank of Envoy Extraordinary and Minister Plenipotentiary, Minister Resident, or Commissioner, and the bearer of a letter of credence addressed to the chief of the Government, he will, on asking an audience for the purpose of presenting the original in person, communicate to the Minister for Foreign Affairs the office copy of such letter furnished by the Department for that purpose. In performing the ceremonies connected with his official reception, as well as on other formal occasions, the diplomatic representative will be governed by the established usage of the country in which he is to reside, and the rules prescribed for representatives of his rank.

§ III. The public interest, and the convenience of official intercourse with diplomatic representatives abroad, require that every successor to a mission should be thoroughly acquainted with all the directions that may have been given by this Department to his predecessors; with all that may have been done by them in their official capacity; with the communications they may have received from other sources, and with the answers thereto. It is therefore made the imperative duty of all diplomatic agents to preserve the archives of their missions with the utmost care. Care of archives.

§ IV. All printed books delivered by the Department of State to a diplomatic agent, and those found by him at the legation, are to remain permanently with the archives thereof, and to be transferred, as the property of the United States, by him to his successor in office, or to such person as may be designated by the Department of State to take charge of them at the termination of his mission. Printed books.

§ V. As soon as practicable after the arrival of a minister at the place of his destination, he will examine the archives and property of the legation. If an inventory shall have been left by his predecessor, it should be verified with the person from whom he may receive it, and Inventory of archives and property to be returned to Department.

anything else found belonging to the United States, and not contained in the inventory, should be added thereto, and a note made of such things as may be missing. If no inventory shall have been left, he must proceed to make one and verify it. In both cases the inventory, of which a copy must be sent to this Department, should be fairly written and filed in the legation. *He will also, as soon as his convenience will permit, after arriving at his post, report to the Department the condition in which he finds the archives and records of the legation.*

Communications to the legation.

§ VI. Instructions from the Department, and all official or business communications and notes or letters to the legation from any other source, are to be indorsed with a short note of the contents, and filed in the legation. When they have acquired sufficient bulk they should be bound and properly indexed.

Communications from the legation.

§ VII. Every communication from the legation is to be fairly copied and indexed in proper books. This will include protocols of conferences, notes of official conversations, copies of correspondence, and every memorandum necessary to a full understanding of the history of the mission. It is deemed more consistent with the dignity of the Government, and more consistent with modern international intercourse, that the diplomatic representatives of the United States should use their national language in their official correspondence or instruments of diplomatic intercourse with the powers to which they may be accredited.

Copies of all official or important correspondence to be forwarded to Department.

§ VIII. The Department must be furnished, without delay, with copies of all correspondence with the Government to which the minister is accredited. All his conversations with officers of the Government to which he is accredited, having any material bearing on its relations with the United States, will be particularly noted, as soon after the conversations as possible, and a copy of these notes, or the substance thereof, promptly communicated to this Department. All important official correspondence with consuls or others should in like manner be communicated.

Cipher.

§ IX. The use of a cipher in cases where secrecy is important to the public interest is recommended. If there be none among the papers of the legation, the Department will furnish one.

Form of dispatches.

§ X. It has been found convenient, in the transaction of business in the Department of State, to have the official communications from missions abroad bound up in volumes. To insure uniformity in this respect, all dispatches, (which must be regularly numbered in one series continuing through the mission,) and their accompaniments, should be written on paper of the same dimensions, viz, 13 $\frac{1}{4}$ inches long and 8 $\frac{1}{4}$ inches broad. For the convenience of binding, a margin of at least 1 $\frac{1}{4}$ inch should surround the borders of the text. The written instructions from this Department exhibit an example of the kind of paper referred to. For the purpose of insuring regularity in the numbering of dispatches, a register should be kept in which their numbers and dates, and an indication of subject, are to be entered at the moment they are written.

Register to be kept.

Form of dispatch.

§ XI. Diplomatic agents are required in their official communications to the Department to accompany them in all cases with a brief but clear synopsis of the contents. Upon the first page of each dispatch will be written: I, the number of the dispatch; II, its date; III, the name and station of the agent; IV, the general subject of the dispatch; V, the synopsis above referred to, which, if necessary, will be continued on the subsequent page. (See form No. 3.) The dispatch should commence upon the third page of the first sheet, unless the synopsis occupy a part of that page, in which case it should commence on the first page

Synopsis of contents.

of the second sheet. The pages of the dispatch proper should be consecutively numbered. Every document transmitted to the Department should be written on a separate sheet of paper. Only one document on a sheet.

§ XII. Two or more different subjects should not be brought into one dispatch, except in cases in which they are inseparable from each other. Each subject must, in all other cases, be treated of in a separate dispatch. Separate dispatches for each subject.

1. In transmitting inclosures in dispatches, the contents of those inclosures are to be briefly stated in the body of the dispatch, and attention is to be directed to such points contained in them as may appear to be particularly deserving of notice. In each case, following the signature, there should be a "List of Inclosures," showing the names of the persons by and to whom the inclosures are written, and the date, and giving the number of the inclosure. List of inclosures required.

2. All extracts from newspapers, sent as inclosures, must be neatly cut out and pasted on cap-paper, corresponding in size with the dispatch, with the title of the newspaper and its date inscribed at the head.

3. Should inclosures be in any foreign language, exact copies of the originals are to be forwarded, and also translations of them. Whenever it is mentioned in a dispatch that a paper is inclosed, an oblique line is to be made in the margin, (thus $\frac{1}{7}$), and above such line is to be placed the number corresponding to the number of the inclosure, and below the line the number corresponding to that of the dispatch.

4. When there are more inclosures than one in a dispatch, each inclosure is to be numbered in the order in which it is to be read.

5. When printed papers are sent as inclosures in dispatches, two copies, if they can be conveniently obtained, should be forwarded.

6. When pamphlets, or brief printed papers of any kind, are of such interest or importance that they are forwarded to the Department, either as accompaniments to dispatches or separately, it is desirable that several copies should be transmitted. Several copies of printed matter desirable.

§ XIII. It is expected that such ministers of the United States as, by law, are not allowed a secretary of legation, will keep up the record of their legations. Any such minister who may neglect this duty will be chargeable with the expense which the Government may incur in consequence of such neglect. Responsibility for condition of records.

§ XIV. One of the essential qualifications of a diplomatic agent is to observe at all times a proper reserve in regard to the affairs of his government; and the knowledge of these affairs, possessed by persons belonging to the legation, must be regarded as confidential. Reticence.

§ XV. The instructions given to a diplomatic agent of the United States by his Government, the official communications received by him from other sources, the records of his answers thereto, and of all transactions relating to his office, are not and cannot be treated as the private property of such agent, but belong to the archives of the legation, and must be kept subject to the orders of this Department. Records public property.

§ XVI. No copy of any public or official paper is to be taken or retained by any diplomatic agent for his own use, or for any private purpose whatever; nor is any such paper at any time to be published without the express consent of this Department. Not to be retained for private use or published.

§ XVII. Among the most important general duties of a diplomatic representative of the United States, is that of transmitting to his own Government accurate information concerning the policy and views of that to which he is accredited, in its important relations with other powers. To gain this information requires steady and impartial observation, a free though cautious correspondence with other agents of the United Duty to transmit information, and to cultivate friendly social re-

lations with his colleagues. States abroad, and friendly social relations with the members of the diplomatic body at the place of his residence.

Correspondence on public affairs forbidden. § XVIII. In this connection, the attention of diplomatic agents is especially called to the provision of law to regulate the diplomatic and consular systems of the United States, in which they are forbidden

Recommendation for office.

to correspond in regard to the public affairs of any foreign government or in regard to any matter which may be a subject of official correspondence or discussion with the Government to which they are accredited, with any newspaper or other periodical, or with any person other than the proper officers of the United States; or to recommend any person at home or abroad for any employment of trust or profit under the governments to which they are respectively accredited, without the consent of the Secretary of State. It is deemed advisable to extend a similar prohibition against their making addresses to the public anywhere except upon those festal occasions to which they may be invited in the country which may be the scene of their official duties. Even upon such occasions, the utmost caution must be observed in touching upon political matters. In no event is a minister or consul to make an address to the public, or which may be published, in any other country than that where he may officially reside.

No direct correspondence with other Departments except, &c.

With the exception of the correspondence with the Treasury Department respecting accounts, and such other correspondence as special provisions of law or instructions of this Department may require with other Departments, no correspondence will be held by diplomatic or consular representatives of this Government, with any other Department, except through the Department of State. This injunction is especially applicable to communications to or from subordinates of other Departments.

Information to be collected for Department.

§ XIX. In their regular correspondence with the Department, diplomatic representatives of the United States will transmit early copies of all official reports and such information relating to the government, finances, commerce, arts, sciences, agriculture, manufactures, mining, tariffs, taxation, population, laws, judicial statistics, and to the condition of the countries where they reside, as they may deem useful. In dispatches communicating such information, however, political affairs should not be referred to, but should be reserved for separate communications. Books of travel, history, and all such as relate to matters of political importance, maps published by authority of the State or distinguished by extraordinary reputation, and new publications of useful discoveries and inventions, will always be acceptable acquisitions to this Department. Expenditures for such purpose should, in all cases, form a separate charge against the Department; but none should be incurred without its previous express direction, unless in a case of absolute necessity.

What books, &c., may be sent to Department.

Order of naming parties in treaties.

§ XX. It is the practice of governments, in the drawing up of their treaties with each other, to vary the order of naming the parties, and that of the signatures of the plenipotentiaries, in the counterparts of the same treaty, so that each party is first named, and its plenipotentiary signs first, in the copy possessed and published by itself. And, in treaties drawn up between parties using different languages, and executed in both, each party is first named, and its plenipotentiary signs first, in the copy executed in its own language.

“Alternat.”

The diplomatic agents of the United States will adhere to the principle of the “*alternat*,” in all cases where they shall have occasion to sign any treaty, convention, or other document, with the plenipotentiaries of other powers.

§ XXI. It has been customary for European sovereigns, on treaties being concluded, to bestow presents of jewelry, or other articles of pecuniary value, upon the minister of the power with which they are negotiated, and sometimes also to follow the same usage upon his taking leave, at the termination of his mission. The acceptance of such presents by agents of the United States is expressly prohibited by the Constitution. It is therefore expected that every offer of such presents, to any diplomatic agent or other officer of this Government, in foreign countries, will be respectfully, but decisively, declined. This having been for several years a standing instruction to all our agents abroad, the rule is, probably, so well known as to prevent the offer of such presents in future; but as the statute prohibits any diplomatic officer of the United States from asking or accepting for himself, or any other person, any present, emolument, pecuniary favor, office, or title of any kind from any foreign government, it is deemed proper to call the attention of these officers to the subject, and to observe that, should there be reason to anticipate such an offer, informal notice, given in the proper quarter, of the impossibility of its being accepted, would avoid the apparent harshness of declining an intended favor.

Acceptance of presents, emoluments, offices, or titles from foreign governments prohibited.

§ XXII. Officers of the several grades in the diplomatic service of the United States are hereby instructed to conform to the requirements of law prohibiting them from wearing any uniform or official costume not previously authorized by Congress.

Uniform prohibited except in certain cases.

The statute authorizes all officers who have served during the rebellion as volunteers in the armies of the United States, and who have been, or may hereafter be, honorably mustered out of the volunteer service, to bear the official title, and, upon occasions of ceremony, to wear the uniform of the highest grade they have held by brevet or other commissions in the volunteer service. This section constitutes the exception made in the prohibitory law above referred to, and is in full force and effect in its applications to persons in the diplomatic or any other branch of the civil service of the United States who may have served in our armies in the manner therein described.

Military title.

Except as is authorized by such law, no uniform will be worn and no military title will be assumed by any diplomatic officer of the United States.

§ XXIII. Consuls are always to be regarded as under the direction of the minister or chargé d'affaires of the United States in the country where they respectively reside, and in the transaction of their official duties they can only address the government of that country through such officer.

Consuls; their relations to ministers of the United States.

§ XXIV. The diplomatic agents of the United States are instructed to maintain such correspondence with the consuls of the United States, in the countries to which they are accredited, as they may deem conducive to the public interest; and, in case a vacancy should require the appointment of a person to perform temporarily the duties of a consulate, such appointment may be made by the minister or chargé d'affaires, with the consent of the foreign government, and in conformity to the laws and consular regulations of the United States, immediate notice thereof being given to this Department.

Correspondence between consuls and ministers.

Vacant consulates. Temporary appointments.

§ XXV. In countries where there is a consulate-general the consuls-general are the immediate superiors of the consuls in those countries, with respect to whom they will exercise the powers which in other cases

Relations between consuls and diplomatic representatives.

are vested in the diplomatic representatives of the United States, except that of appointing a person to perform temporarily the duties of a consulate.

The several consuls subordinate to them respectively will not correspond officially with the diplomatic representatives of the United States in those respective countries, unless in reply to communications or inquiries from them, but will make all their representations through their respective consulates-general.

In their turn the consuls-general will maintain the relations to the respective ministers to those countries where they reside that ordinary consuls do to diplomatic representatives in other countries. The consul-general in Cuba is directly responsible to the Department of State. Where more than one consulate-general exists within the country of one foreign government, the consul-general at or nearest to the capital or seat of government will (unless a territorial distribution of jurisdiction has been prescribed by this Department between the consulates-general) be the consul-general contemplated in this section, as the immediate superior of the consuls in such country, and as the consul-general contemplated in the second article of section XXX.

Requests for leaves of absence, or for the appointment of consular agents, by consuls in countries where there is a consul-general, (but not their colonies or dependencies,) must be accompanied with the written approval of the proper consul-general therefor. Similar requests from consuls in other countries (but not in their colonies or dependencies) must in all cases, where there is a diplomatic representative of the United States resident in the country, be accompanied by his written approval of the request.

The several diplomatic representatives in these last-named countries will continue, as heretofore, to exercise a general supervision over the consulates within their respective jurisdictions.

It will be the duty of consuls in all cases to endeavor to comply with the requests and wishes of their superiors.

It is the duty of the respective consuls-general to give immediate notice of any vacancies which may occur in any consulate within the country where they reside to their diplomatic superiors.

Department will pay no fee for *exequatur*.

§ XXVI. In some foreign countries the practice exists of charging a fee for the *exequatur* issued to consuls appointed to reside therein. It should be distinctly understood that the Department of State is in no respect liable for such fee paid by a diplomatic agent of the United States, although he may have been instructed by the Department to procure the *exequatur*. This expense must be borne by the consul.

Public messengers not to be appointed.

§ XXVII. This Department has been in the habit of sending by a special messenger the President's ratification of any treaty to be exchanged abroad, and occasionally of authorizing the diplomatic representatives of the United States to transmit, by a similar conveyance, treaties which they may have negotiated. It has always been, and will continue to be, expected, that other communications to the Department will be sent by the public mails; or, if by private hand, that no promise be made to the person so employed of compensation, or of a reimbursement of his expenses, without the previous authority of the Department, and that no ground of expectation of compensation or of reimbursement of expenses be offered.

Communications sent by mail.

This restriction is not intended to prevent diplomatic agents abroad from employing such couriers at the public expense when the mails are obstructed, or deemed unsafe, and when there may be occasions to address the Department on subjects materially affecting interests of the United States which might suffer from delay or reasonably apprehended interruption in the transmission of the dispatch. The exercise of the utmost discretion is, however, enjoined in judging of these exigences. Whenever the minister shall determine to send a courier, he will forthwith inform this Department of the fact, assigning the reasons therefor, and stating the compensation he recommends to be allowed to him. The Secretary of State nevertheless reserves to himself the right in all cases to judge of the necessity for the employment of a messenger, and of the propriety of paying the whole or any part of the compensation which may have been recommended. This should be fully explained by the minister to the messenger before intrusting him with the dispatches.

When special couriers or dispatch agents may be employed.

§ XXVIII. 1. The compensation to bearers of dispatches, when employed with an intention to compensate them, is not to exceed six dollars per diem for the time actually and necessarily occupied in that service. In addition to this, their traveling expenses, which are to consist exclusively of their passage-money, portorage, necessary hack hire, meals, and lodgings, are allowed.

Compensation to bearers of dispatches.

2. No charges will be allowed for wines, liquors, cigars, washing, medicines and medical attendance, baths, or for any object of a merely personal nature, except as stated above; nor will any charge under the head of sundries, or *et cetera*, be taken into consideration.

3. Accounts made in conformity to the foregoing, and accompanied by vouchers, will be promptly adjusted and paid at the Department.

No draft on this Department for any such account will be honored.

§ XXIX. Passage in a naval vessel to or from a port of the United States, or to or from one port to another of a foreign country, is sometimes sought or accepted by, or ordered for, diplomatic or other officers of the United States. It is not expected that in any such case the commander of the vessel will be chargeable with the additional expense which he may thereby incur. Consequently, before he shall embark in any such vessel, the diplomatic or other officer will make an arrangement upon the subject with the commander, and will himself be expected to defray the additional expense referred to, unless he shall have been previously authorized by this Department to make a separate charge therefor against the Government.

Passage of diplomatic officers in naval vessels.

§ XXX. 1. Passports are to be issued only to citizens of the United States. *Persons who have merely declared their intention to become citizens are not citizens of the United States within the meaning of the law.*

Passports.

By treaties with some powers, persons who have been naturalized and who have resumed their residence in the country of their nativity, are declared under some circumstances to lose the citizenship acquired by naturalization. The diplomatic representatives of the United States will therefore carefully examine any naturalization treaty between this Government and that to which they may be accredited, or to which a naturalized person claiming citizenship of the United States may previously have owed allegiance.

2. In the United States passports can be issued only at this Department. In foreign countries they can be issued only by the chief diplomatic representative of the United States at a legation; or, in the absence of a diplomatic representative from the country, then by the

Passports.

consul-general if there be one, or, in the absence of both of these officers, by a consul.

3. When an application is made for a passport, before it be granted, the applicant must make a written declaration under oath, stating his name in full, his age, and place of birth; the minister may, however, require such other evidence as he may deem necessary to establish the fact of the applicant's citizenship or identity. If the applicant claims to be a naturalized citizen he shall also produce the original or a certified copy of the decree of the court by which he was declared to be a citizen; and it shall be the duty of the minister or consul, at the close of each quarter, to transmit to the Department a statement of the evidence on which all such passports were issued or granted. A passport issued from this Department, coupled with proof that the person in whose behalf it is presented is the person named therein, may be taken as evidence of the citizenship of the applicant.

4. When the applicant is accompanied by his wife, minor child, or servants, it will be sufficient to state in the passport the names of such persons, and their relationship to or connection with him. A separate passport must be issued for each person of full age, not the wife or servant of another, with whom he or she is traveling.

5. Passports are to be verified only by the consular officer of the place where the verification is sought, for which a fee of one dollar in the gold coin of the United States, or its equivalent, will be collected. In the absence of such consular officer, or should the foreign government refuse to acknowledge the validity of the consular *visa*, the *visa* may be given by the principal diplomatic representative; in which case there will be no fee; nor shall any such charge be made for more than one such verification in any foreign country.

6. In conformity with the statute a fee of five dollars in the gold coin of the United States, or its equivalent, will be charged and collected for each passport granted or issued by any diplomatic or consular officer of the United States.

7. At the close of each quarter returns are to be made to this Department of the names and all other particulars of the persons to whom passports shall be granted, issued, or verified, as embraced in such passports, together with the amount of the fees collected for the same, which fees will be charged on the books of the Treasury to the person receiving the same, and will be brought to the credit of the United States in the adjustment of his quarterly accounts.

8. No *visa* will be attached to a passport after two years from its date. A new passport may, however, be issued in its place by the proper authority, as hereinbefore provided, if desired by the holder.

9. Applications have sometimes been made to the diplomatic agents of the Government for the issue of certificates of citizenship to persons residing in foreign lands and claiming to be American citizens. Hereafter no certificate will be issued, except in the form of passports, unless a different form be prescribed by the laws of the country in which it is desired, in which case a copy of the prescribed form will be transmitted to this Department. And inasmuch as such evidence of citizenship may be claimed as *prima-facie* evidence of the right of the holder to be protected by the power of the Government of the United States, so long as he conducts himself peaceably and obeys the laws of the foreign state in which he resides, therefore, to protect the dignity of such citizenship, and to guard against fraudulent assumption of it, ministers will be strict

in the observance of the rules herein laid down, and will exercise due caution in issuing passports to applicants. And when their intervention is invoked on behalf of citizens of the United States residing in foreign countries, they will be careful to remember that it is as incumbent on such persons as it is upon the citizens or subjects of such foreign countries to observe the laws of the country in which they reside.

Passports.

10. The official action of the representatives of the United States may also be asked in foreign lands in favor of natives thereof who have been naturalized in the United States. Should passports or other protection be asked for by such persons, it will be the duty of the officer to satisfy himself that they have done nothing to forfeit their acquired rights. For a naturalized citizen may, by returning to his native country and residing there with an evident intent to remain, or by accepting offices there inconsistent with his adopted citizenship, or by concealing for a length of time the fact of his naturalization, and passing himself as a citizen or subject of his native country, until occasion may make it his interest to ask the intervention of the country of his adoption, or in other ways which may show an intent to abandon his acquired rights, so far resume his original allegiance as to absolve the government of his adopted country from the obligation to protect him as a citizen while he remains in his native land.

Passports and protection to naturalized citizens returning to their native lands.

11. Cautious scrutiny is enjoined in such cases, because evidence has been accumulating in this Department for some years that many aliens seek naturalization in the United States without any design of subjecting themselves by permanent residence to the duties and burdens of citizenship, and solely for the purpose of returning to their native country and fixing their domicile and pursuing business therein, relying on such naturalization to evade the obligations of citizenship to the country of their native allegiance and actual habitation. To allow such pretensions would be to tolerate a fraud upon both governments, enabling a man to enjoy the advantages of two nationalities, and to escape the duties and burdens of each.

12. The United States have treaties with several powers regulating the rights of naturalized citizens of the United States on their return to their native lands. The protection which the passport gives is regulated in each such case by the terms of the treaty.

13. The statute provides that persons born out of the limits and jurisdiction of the United States, whose fathers were or shall be, at the time of their birth, citizens of the United States, shall be deemed and considered to be citizens of the United States, provided that the right of citizenship shall not descend to persons whose fathers never resided in the United States. Within the sovereignty and jurisdiction of the United States such persons are entitled to all the privileges of citizens; but while the United States may by law fix or declare the conditions constituting citizens of the country within its own territorial jurisdiction, and may confer the rights of American citizenship everywhere upon persons who are not rightfully subject to the authority of any foreign country or government, it ought not, by undertaking to confer the rights of citizenship upon the subject of a foreign nation who has not come within its territory, to interfere with the just rights of such nation to the government and control of its own subjects. If, by the laws of the country of their birth, children of American citizens born in such a country are subjects of its government, the legislation of the United States will not be construed so as to interfere with

the allegiance which they owe to the country of their birth *while they continue within its territory*. If, therefore, such a person, who remains a resident in the country of his or her birth, applies for a passport as a citizen of the United States, such passport will be issued in the qualified form shown in the form annexed hereto. (Form No. 1.)

Passports for
alien women
marrying Amer-
icans.

14. The same statute further provides that any woman who might lawfully be naturalized under the existing laws, married, or who shall be married, to a citizen of the United States, shall be deemed and taken to be a citizen. The recognition of this citizenship will be subject to the qualification above referred to.

15. Passports should be numbered, commencing with No. 1, and so continuing consecutively until the end of the incumbent's term of office.

16. It is understood that persons present themselves, in some foreign countries, to the diplomatic or consular representatives of this Government, with certificates of citizenship issued by local or municipal officers, such as the mayor of a city, with the view to be registered as American citizens, in order that they may travel under the protection of such certificates.

The laws of the United States authorize the Secretary of State *alone* to grant or issue passports in the United States, and prohibit all persons "acting or claiming to act, in any office or capacity under the United States or any of the States of the United States, who shall not be lawfully authorized so to do," from granting or issuing "any passport or *other instrument in the nature of a passport* to or for any citizen of the United States or to or for any person claiming to be or designated as such, in such passport or *verification*."

Such certificates, therefore, have no legal validity, and are not to be recognized.

17. Each person applying for a passport must take and subscribe the oath of allegiance (of which the form accompanies these instructions, Form No. 2,) before a passport is issued. The oath will be transmitted to this Department with the quarterly return above required.

18. Professional titles will not be inserted in passports.

19. As passports can be granted only by the chief diplomatic agent of the United States present at the place of the legation, he alone is authorized to sign them.

20. Blank passports and registers will be furnished by the Department of State to the legations, and ministers will give the Department timely notice when a further supply is needed.

Claims.

§ XXXI. The interposition of diplomatic agents is often asked by their countrymen to aid in the collection of claims against the government to which they are accredited. If the claim is founded in contract they will in no event interfere without specific instructions to do so. If it be founded in tort they will, as a general rule, in like manner seek previous instructions before interfering, unless the person of the citizen be assailed, or there be pressing necessity for action in his behalf before they can communicate with the Department; in which event they will communicate in full the reasons for their action.

§ XXXII. In case a diplomatic agent reaches his post, he will be entitled to compensation at the rate of his salary: *First*. For such time subsequent to the date of his confirmation (not exceeding thirty days) as shall be actually and necessarily occupied in receiving his instructions. This is payable in currency, and is usually adjusted at the Fifth Auditor's office before leaving. *Second*. For such time as may be act-

usually and necessarily occupied in making the transit between his place of residence and his post of duty, not to exceed the time named in § XXXIII. This is payable in gold. *Third.* For such time as he serves according to his appointment, except as provided in § XII. This also is to be drawn for in gold, as may be indicated in special instructions. *Fourth.* For the time actually and necessarily occupied in making the transit between his post of duty and his place of residence at the termination of the period of his official service. This is usually paid in gold.

§ XXXIII. Under the authority conferred upon the Secretary of State by law, the following are established and determined and made public, as the maximum amount of time actually necessary to make the transit between each diplomatic post in the several countries as follows and the city of Washington, and *vice versa*, viz:

Argentine Republic	35 days.
Austria-Hungary	30 days.
Belgium	20 days.
Bolivia	50 days.
Brazil	40 days.
Central American States:	
Costa Rica	30 days.
Guatemala	30 days.
Honduras	30 days.
Nicaragua	30 days.
Salvador	30 days.
Chili	40 days.
China	60 days.
Colombia	24 days.
Denmark	25 days.
Ecuador	35 days.
Egypt	30 days.
France	20 days.
Germany	25 days.
Great Britain	20 days.
Greece	25 days.
Hawaiian Islands	30 days.
Hayti	10 days.
Italy	25 days.
Japan	40 days.
Liberia	40 days.
Mexico	18 days.
Netherlands	20 days.
Peru	35 days.
Portugal	24 days.
Russia	28 days.
Spain	25 days.
Sweden and Norway	26 days.
Switzerland	22 days.
Turkey	30 days.
Uruguay	50 days.
Venezuela	20 days.

And the allowance of time actually and necessarily occupied by each diplomatic officer who may be entitled to such allowance, shall in no case exceed that for the time thus established and determined, with the

Maximum time
allowed for tran-
sit.

Additional al-
lowance between
place of residence
and Washington.

addition (in case the journey be actually made) of the time usually occupied by the shortest and most direct mode of conveyance from Washington to the place of residence in the United States of such officer.

Contingent expenses.

§ XXXIV. Expenditures incurred for postage, stationery, *necessary and customary* presents to the menial attendants of public functionaries at the presentation of the diplomatic agents, and on other established occasions, (usually on Christmas and New Year's days,) &c., will form, under the head of "*Contingencies of the mission*," a separate charge in their accounts. The following sums are allowed annually to the respective legations as maximum amounts, which must not be exceeded: To the legations in the Argentine Republic, Bolivia, Chili, Colombia, Ecuador, Hawaiian Islands, Hayti, Liberia, Paraguay and Uruguay, Peru, and Venezuela, each, one hundred and fifty dollars for rent and two hundred and fifty dollars for contingencies; to the legations in Belgium, Brazil, Denmark, Greece, Netherlands, Portugal, Sweden and Norway, and Switzerland, each, two hundred and fifty dollars for rent and two hundred and fifty dollars for contingencies; to the legations in Austria-Hungary, China, the Central American States, and Italy, each, two hundred and fifty dollars for rent and four hundred dollars for contingencies; to the legation in Mexico, three hundred dollars for rent and fifteen hundred dollars for contingencies; to the legation in Spain, four hundred dollars for rent and eighteen hundred dollars for contingencies; to the legation in Japan, eight hundred dollars for contingencies, the rent being provided for by special law; to the legation in Russia, eight hundred dollars for rent and one thousand dollars for contingencies; to the legation in Turkey, five hundred dollars for rent and twenty-five hundred dollars for contingencies; to the legation in Germany, eight hundred dollars for rent and fifteen hundred dollars for contingencies; and to the legations in Great Britain and in France, each, eight hundred dollars for rent and twenty-six hundred dollars for contingencies.

As a part of the amount thus allowed for contingencies, the legations at London, Paris, Berlin, and Saint Petersburg will be permitted to include expenses for messengers' wages (not to exceed five hundred dollars in any one year) and fuel and candles for offices. But expenditures for these items will not be allowed to other legations in the settlement of accounts, nor will there be allowed to any legation expenditures for office-furniture, (without previous authorization,) for repairs of office, for printing, (except for passports,) for printed books, for maps, for clerk-hire, for donations to charitable objects, (except as aforesaid,) for carriage-hire, or for copying or translating, except when ordered by the Department. All such charges, if incurred, will be at the personal expense of the head of the legation.

Telegrams.

Telegrams will not hereafter be regarded as part of the ordinary contingent expenses of a legation. An accurate account will be kept of all telegrams charged in the ministers' accounts, which will be transmitted at the close of each month to the Department, at which time the minister or chargé may draw upon the Secretary of State for the amount paid for telegrams during the month.

Drafts for salary and contingencies.

§ XXXV. Drafts for salary or for contingent expenses will be drawn as follows:

Officers in the legations at Buenos Ayres, Vienna, Brussels, Rio Janeiro, Peking, Copenhagen, Paris, Berlin, London, Athens, Rome, Yedo, The Hague, Lima, Lisbon, St. Petersburg, Madrid, Stockholm, Berne, Constantinople, and Caracas will draw upon the bankers of the Department

in London, upon being furnished by the Department with proper credits therefor. All other officers will draw upon the Secretary of State for salary and for contingencies.

For expenses incurred for telegrams, drafts will be made upon the Secretary of State. For telegrams.

§ XXXVI. In their drafts for salary, diplomatic agents will be careful not to exceed, in the amount drawn for, the sum to which they may be entitled, in account with the United States, at the date of the draft. Drafts on account of contingent expenses should not, at the end of any quarter, have been drawn in excess of the proportion of the whole amount allowed to the part of the year which shall then have expired. Drafts for salary.
Drafts for contingent expenses.

§ XXXVII. Each draft must designate the account on which it is made, whether for salary or for contingencies; no drafts should be drawn for both salary and contingencies jointly. All sterling drafts must be at the rate of $\$4.86\frac{65}{100}$ to the pound sterling. Ministers, and other officers of the United States abroad, will bear in mind that in the sale of their drafts, either for salary or for contingent expenses, all loss or gain on such drafts must be accounted for to the Fifth Auditor of the Treasury, in their accounts for contingent expenses, and be accompanied by a broker's certificate, stating the rate of exchange at the date of the sale of the draft; and for any loss incurred, drafts will be made on this Department. Drafts to designate accounts on which drawn.
Loss on exchange.

§ XXXVIII. When a diplomatic officer shall have been relieved, or his mission shall have been brought to a close in any other way, his salary will continue (except in case of resignation or recall for malfeasance) for such time as shall be actually and necessarily occupied in making the transit from his post, not to exceed the period named in § XXXIII. It is expected that such officer will return by the earliest opportunity and by the most direct route. Persons appointed to posts in the American hemisphere will not proceed to or return from them by the way of Europe, unless it shall be shown to the satisfaction of the Department that such a course would result in a saving of time. Return at the close of service.

2. Foreign newspapers, not exceeding three in number, are allowed to each legation. Newspapers.

Three newspapers published in the United States will also be allowed, two of which may be designated by the minister on or before the 1st of November in each year, for the calendar year beginning on the 1st of January following.

§ XXXIX. Accounts must be transmitted for adjustment in duplicate, by different mails, in order to guard against delay by loss or miscarriage, one set to the Fifth Auditor of the Treasury, (under cover of the Secretary of State,) and the other to the Secretary of State, at the close of every quarter, ending on the last days of March, June, September, and December. In some cases diplomatic agents have failed to send *duplicate* accounts and vouchers, which renders it necessary to call special attention to this instruction. Exact vouchers in all cases of expenditure will be required, and, when in a foreign language, must be accompanied by English translations; but as contingent expenses are sometimes incurred under circumstances not admitting of a regular voucher for every item, a separate account of these should be kept and certified either by the secretary of legation or by the representative himself. Accounts and vouchers.

§ XL. The foregoing directions on the subject of accounts, particularly those forbidding diplomatic representatives to draw for any public money in advance, and requiring the regular quarterly transmission Act of Congress.

of the accounts of the legation for settlement, are rendered indispensable for the due observance of the statute on the subject.

Leaves of absence.

§ XLI. Diplomatic agents are forbidden by law from absents themselves from the legation for more than ten days at any one time, without first obtaining leave from the President.

Compensation during absence on leave or otherwise; how limited.

The statute provides that no diplomatic or consular officer shall receive salary for the time during which he may be absent from his post, (by leave or otherwise,) beyond the term of sixty days in any one year; provided, that the time equal to that usually occupied in going to and from the United States, *in case of the return on leave*, of such diplomatic or consular officer to the United States, may be allowed in addition to said sixty days.

The year in which the absences above referred to are to be estimated, is regarded as the calendar year.

Absence from posts.

§ XLII. It is the evident intent of Congress, as expressed in the statute, that diplomatic agents should not be absent from their posts more than sixty days in any one year, with the additional time necessary for the transit to and from their places of residence, should they return to the United States; and that if they are absent more than that time they shall not receive compensation for such additional period.

The Department does not regard the statute as requiring diplomatic agents to reside throughout the year at the seat of government. There are long periods in every year when, by reason of the departure of the principal members of the government from the capital, or from other causes, the public interests will not suffer should a member of a legation reside temporarily at some other place. But in such case it is expected that the office of the legation will be daily opened as usual for the transaction of business, and that the diplomatic agent will fix his place of residence at some near and convenient point within the territories of the power to which he is accredited, whence he can without delay visit the legation whenever necessary, and can at any moment be summoned by telegraph; and he will, in such case, report to the Department the place where he thus establishes himself, the day of his departure from the seat of government, and the day of his return thereto. With this exception a diplomatic agent will be regarded as at his post only when he is at the seat of government.

To be reported.

Diplomatic representatives will report to the Department, as they occur, all absences from their respective posts (as the *post* is above defined) exceeding forty-eight hours, whether by leave or otherwise; and all such absences are to be regarded as a part of the sixty days for which salary may be received while the representative is absent during any one year. Accounts and certificates of absence for the use of Treasury officials are to be hereafter made to conform to this instruction.

Duties of a secretary of legation.

§ XLIII. A secretary of legation will, under the general direction and control of the chief of the legation, keep up the records and transcribe the correspondence of the legation; and will discharge such other duties as are appropriate to his official position.

Duties of a second secretary.

A second secretary will aid and assist the secretary in his duties, and in case of the absence of the secretary will perform his duties.

Notarial acts.

A secretary of legation, whenever he is required, or deems it necessary or proper to do so, is authorized by law, within the limits of his legation, to administer or take from any person an oath, affirmation, affidavit, or deposition; and also to perform any notarial act or acts, such as any

notary public is required or authorized by law to do or perform within the United States. Such acts, in order to be valid and effectual, must be certified by the secretary under his hand and seal of office. Notarial seal.

For the performance of this duty the secretary should provide himself with an official seal. In this connection reference is made to paragraph 308 of the "Consular Regulations of 1870."

✓ § XLIV. In case of the death of a minister, or of his incapacity to perform the duties of his office, or of his absence from his post for more than ten days under a leave of absence from the Department of State, the secretary of legation will take charge of the legation as *chargé d'affaires ad interim*. For such time as he shall act as such *chargé d'affaires*, whether under general or special instructions, he shall be entitled to receive compensation at the rate of fifty per centum of the salary of the minister. But he will not be entitled to draw for such compensation until he shall have reported to the Department the length of time during which he shall have so acted, and shall have received from the Department authority to draw for the same. And he will not be entitled to receive compensation as secretary of legation for such time as he may so act as *chargé d'affaires ad interim*. A secretary acting as chargé can only draw salary as chargé when authorized by Department.

§ XLV. The statute is understood to prohibit the appointment of any "attaché" or of any secretary of legation otherwise than as provided by law. No such appointment, therefore, will be made by any diplomatic agent of the United States; and should it come to the knowledge of a principal diplomatic agent of the United States that any person is representing himself as an "attaché," either by using a card with such inscription or otherwise, it will be his duty to report the fact to the Department and to informally make known to the government to which he is accredited that the act is not authorized by this Government, and that no such office is permitted by law. No attaché permitted.

§ XLVI. Letters addressed to the care of a legation which shall have remained there uncalled for, for the period of six months prior to the 1st of January and of July in each year, are to be forwarded at those dates to the Post-Office Department at Washington, except that letters intended for officers or seamen of the Navy, and for officers or crews of whaling-vessels, may be retained for one year. Letters not called for.

Instances having occurred where "dead letters" thus returned have been found opened and where the stamps have been detached, the agents and representatives of the Government, of whatever class, are instructed to take care that letters forwarded to their care be not opened by unauthorized parties, and that they are not despoiled of the stamps which they may bear on their arrival at their respective offices.

§ XLVII. The frequent abuse of the pouches and dispatch-bags of the United States makes it necessary to call particular attention to the matter which hereafter will be permitted to be transmitted by these means.

1st. Official correspondence and all other matter for the President or Vice-President of the United States, or either of the Executive Departments of this Government, or the heads thereof, or the Speaker of the House of Representatives.

2d. Letters, newspapers, and printed matter intended for either of the Assistant Secretaries, the Assistant Postmasters-General, or the Assistant Attorneys General, or for any of the clerks of this Department.

3d. The private correspondence of the officials of the United States

abroad, and of the members of their families, addressed as provided in paragraph 346 of the Consular Regulations of 1870.

All such correspondence will be indorsed on the left upper corner of the envelope, thus: U. S. Legation at ———, A. B., minister (or secretary.) The signature of the minister (or secretary) will be regarded as a certificate that the letter comes within the above rule. Letters not so indorsed and signed will not be forwarded through the domestic mails of the United States.

4th. Matter transmitted at the request of any foreign government to its representative in the United States: letters from members of the diplomatic corps may be forwarded by a minister or chargé d'affaires under cover to the Department.

Except as above, no matter will be sent in the pouches.

Marriages.

§ XLVIII. It is not unusual for Americans abroad to ask permission to have a marriage ceremony performed in the legation, and in the presence of the minister. There is no reason why a minister or chargé should not comply with this request. But it is proper, at the same time, to inform the parties making the application that it is the opinion of the Department that a ceremony of marriage, performed within the precincts of a legation, may nevertheless be deemed to be performed in the country within which the legation is situated, and therefore ought in all respects to comply with the requirements of the laws of that country, in order to insure its validity.

A statute of the United States provides that all marriages in the presence of any consular officer in a foreign country, between persons who would be authorized to marry if residing in the District of Columbia, shall have the same force and effect, and shall be valid to all intents and purposes, as if the said marriage had been solemnized within the United States.

Whenever an application is made for the use of the legation for such a purpose, it will be the duty of the principal diplomatic representative to inquire whether the parties may lawfully marry according to the laws of the country in which the legation is situated; and whether the proper steps have been taken to enable the marriage ceremony to be legally performed according to such laws. If either of these inquiries should be answered in the negative, it will be his duty to inform the applicants that he cannot permit the ceremony to be performed in the legation, and to explain to them that there might be grave doubts respecting its validity, even though it should be performed within the precincts of the legation.

But if the applicant may lawfully marry according to the laws of the country, and if the proper steps have been taken to enable the ceremony to be legally performed, then the diplomatic representative should inform them that if they desire to have the ceremony performed also under the laws of the United States, it will be necessary to have the principal consular officer of the United States present, and he should give them an opportunity to have such officer present, if they desire it.

FORM No. 1.

1. *Qualified passport referred to in Art. 13 of Section XXX.*

LEGATION OF THE UNITED STATES OF AMERICA.

To all to whom these presents shall come, greeting :

<p><i>Description.</i></p> <p>Age, — years.</p> <p>Stature, — feet, — inches, Eng.</p> <p>Forehead,</p> <p>Eyes,</p> <p>Nose,</p> <p>Mouth,</p> <p>Chin,</p> <p>Hair,</p> <p>Complexion,</p> <p>Face,</p> <p>[<i>Signature of the bearer.</i>]</p>	<p>I, the undersigned, Envoy Extraordinary, &c., [or Minister Resident, &c.,] hereby request all whom it may concern to permit safely and freely to pass ———, a citizen of the United States, and, in case of need, to give him [or her] all lawful aid and protection; but the right of the said ——— to ask of the United States, its officers and agents, such aid and protection, is limited and qualified by the obligations and duties which attach to him [or her] under the laws of the Kingdom [Empire or Republic] of ———, in which he [or she] was born, (his [or her] father being then a citizen of the United States,) and where he [or she] now resides.</p> <p>Given, &c.</p> <p>[SEAL.]</p>
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FORM No. 2.

Form of oath of allegiance.

I, ———, do solemnly swear that I will support, protect, and defend the Constitution and Government of the United States against all enemies, whether domestic or foreign; and that I will bear true faith, allegiance, and loyalty to the same, any ordinance, resolution, or law of any State, Convention, or Legislature to the contrary notwithstanding; and further, that I do this with a full determination, pledge, and purpose, without any mental reservation or evasion whatsoever; and further, that I will well and faithfully perform all the duties which may be required of me by law: so help me God.

Sworn to before me this — day of —, 187—.

FORM NO. 3.

[First page of dispatch.]

NO. 136.

Legation of the United States,

....., November 12, 1873.

*Mr. John Doe to the Secretary of State.**Subject:**Loss of the ship "Wave" owing to a failure to obtain a pilot.**Synopsis:*

Inclosing reply of Minister for Foreign Affairs, stating that captain did little to save the vessel, that he was hospitably received, and that the health officer was not in fault. Mr. Doe thinks, if further investigation is deemed necessary, counsel should be employed. Will await instructions.

[Third page of dispatch.]

NO. 136.

Legation of the United States,

....., November 12, 1873.

Sir:

I have the honor to inclose herewith a copy of the reply $\frac{1}{136}$ of the Minister of Foreign Affairs to a note respecting the loss of the ship "Wave" at; I also append a translation $\frac{2}{136}$ of the same, and a copy of dispatch from the consul at that place $\frac{3}{136}$ on the same subject.

The reply of the Minister, it will be observed, takes no notice of the evidence submitted on the part of Captain Blank, nor does it detail that upon the other side, on which the conclusions of the Ministry of the Interior are founded.

So far as the conduct of the health officers is concerned, it seems highly probable that the difficulty arose from the want of any means of communication between those officers and Captain Blank, and it certainly appears singular that there should be no person capable of speaking a language commercially so important as English in the service of the health officer.

I had expected a somewhat different reply in regard to the conduct of the health officer, having been led by the consul's

Hon.,

Secretary of State,

Washington, D. C.

letter of November 2 to suppose that officer's action in the case had been disapproved by the local authorities; but it is evident that the consul must have been misinformed on that point.

It is probable that the government would furnish copies of the evidence before the commission of inquiry, but I have not asked this, because it would in all probability be extremely voluminous, and would doubtless be in accordance with the conclusions of the ministry.

If further investigation is deemed necessary, I think the only judicious mode of pursuing it would be by the employment of counsel. This would be a very expensive proceeding, and I do not think myself authorized to resort to it without special instructions to that effect.

I have the honor to be, sir,

Your obedient servant,

John Doe.

LIST OF INCLOSURES.

1. Count to Mr. Doe, *November 11, 1873.
2. Translation of the above.
3. Consul Roe to Mr. Doe, November 2, 1873.

* It is not deemed necessary in his instruction to print the note in the original language. It is expected, however, that Diplomatic Agents will in all cases send to the Department a copy of the original as well as the translation.

[INCLOSURE 2 in No. 136.—TRANSLATION.]

*Count to Mr. Doe***Ministry of Foreign Affairs,***....., November 11, 1873.**Sir:*

The Minister of the Interior, to whom I hastened to communicate the document that you favored me with in your note of the 11th of September, has had an investigation made into the charges brought by Captain Blank, of the brig "Wave," against the health officer of the port.

It results from this that all the crew of said vessel were admitted in free pratique on their landing, and every necessary assistance was lent them by the Commissioner. The Captain and his family were received in his house, and afterward passed the night in that of the Captain of the Sanitary Guard; and it is this act of charity that Captain Blank has endeavored to denounce as a detention imposed upon him. He was always left free to go to the city or to the ship. This liberty was made use of by the sailors, who went on board the ship the same evening (of the week) in order to take away their effects. It appears, besides, that Captain Blank showed little inclination to do anything, and only on the following morning commenced to interest himself in saving the ship and cargo.

From this it is conclusive that no fault can be found with the aforementioned health officer, there being no ground for anything charged against him by Captain Blank.

In communicating the result of this investigation, in reply to your note on the subject, I have the honor to renew to you, Mr. Minister, the assurance of my high consideration.

(Signature.)

His excellency

John Doe,

E. C. and M. P. of the United States.

[INCLOSURE 3 IN No. 136.]

Mr. Roe to Mr. Doe.

United States Consulate,

....., November 2, 1873.

Sir:

I am in receipt of your dispatch of the 29th ultimo, with its inclosure, relating to the ship "Wave."

Referring to the same, I may say that the crew of the "Wave" were set at liberty after complying with certain formalities at the health office, while the captain was detained, and, as he states, against his will. This to me is the most unaccountable feature of the whole proceeding, with regard to which I have failed to obtain any satisfaction, though I at once addressed a communication to the Prefect and the Captain of the Port, giving a detailed statement of the case.

I understand that the captain of the vessel knew nothing of the release of the crew from the lazaretto until after they were gone, which will probably account for his having failed to send a message by one of their number to the Consul or the Captain of the Port. One of the seamen, as already stated, spoke a little French, but after he left, the captain, in the absence of an interpreter, to which he was entitled, was unable to communicate with any one. I am not surprised that the statements as to time are somewhat vague, considering the circumstances. With regard, however, to the time when the Captain of the Port arrived at the scene of the disaster, he himself informed me that

it was about 11 o'clock, the delay being occasioned by the fact that it was necessary to wait until one of the steam-tugs should get up steam.

I learn from the Captain of the Port that the investigation of the case has been concluded and a copy of the proceedings sent to the Minister of Marine. I also understand that while it severely censures the conduct of the health officer it also attaches some blame to the captain of the vessel, on the ground that he declined the services of some boatmen who offered to move his vessel for the sum of three pounds sterling. I may state on behalf of the captain that this was before he realized that his vessel was in danger, and while he was waiting for a pilot and tug-boat.

The agent of the insurance companies informed me that he has reported the case to the underwriters and referred them to my official report to the Secretary of State, but that up to the present time he has received no instructions as to what course he is to pursue.

I have the honor to remain, sir,

Your obedient servant,

Richard Roe,

U. S. Consul.

To the *Hon. John Doe,*

C. C. and M. P. of U. S., at.....

Department of State
Washington, December 1875.

To the Diplomatic Agents
of the United States.
Gentlemen:

Section ~~XXXVI~~ of Personal Instructions to the Diplomatic Agents of the United States is hereby modified so as to read as follows:

Section ~~XXXVI~~. In their drafts for salary, Diplomatic Agents will be careful not to exceed, in the amount drawn for, the sum to which they may be entitled, in account with the United States at the date of the draft.

They will be permitted to draw for the amount allowed to their respective Legations for contingent expenses, and for rent, at the beginning of a quarter or from time to time during the quarter, as may be necessary, provided drafts therefor must in no case be drawn

in excess of the proportion of the whole amount allowed, to the part of the year which will, at the close of such quarter, have expired. All amounts drawn, and all expenditures made must be accounted for at the end of each quarter.

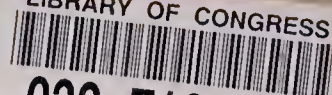
In case a Diplomatic Officer is relieved, or his mission is terminated before the end of the quarter for which he has drawn on account of the amount allowed his Legation for Contingent Expenses and rent, he must return to the Bankers in London, or to the Department, the unexpended balance remaining in his hands, of the amount then drawn, which balance must not be less than the proportion allowed for the Contingent Expenses of the Legation for the unexpired part of the quarter.

I am, Gentlemen, Your obedient servant,

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